

**PROGRAM TECHNICIAN III**  
**JOB ANALYSIS**  
**BACKGROUND INFORMATION**

**Date of Study:** August 15 - 18, 2006

**Collective Bargaining Identification:** R04

**Job Analysis Conducted By:** Tamara Martinez-Long, Associate Personnel Analyst  
Office of Selection Services

**Number of Incumbents:** There are 22 incumbents in this classification per  
Department of Corrections Filled/Vacant Position  
Report dated August 7, 2006.

**Names of the Subject Matter Expert(s) and their background:**

**Gloria Johnson, Program Technician III**  
**Board of Parole Hearings**

Ms. Johnson has been working as a Program Technician III for 2 years at the Board of Parole Hearings. Ms. Johnson has been with the CDCR for 6 years.

**Gina Garcia, Supervising Program Technician III**  
**ID Warrants Unit**

Ms. Garcia has been with the CDCR for 12 years. She has been a Supervising Program Technician III for the past 6 months. Previously she worked as a Program Technician III for 6 months.

**Kathy Negri, Staff Services Manager I**  
**Division of Juvenile Justice**

Ms. Negri has been working as a Staff Services Manager I at the Information Systems office with Juvenile Justice for the past 3 months. She previously worked as an Associate Governmental Program Analyst at the Offender Based Information Tracking System (OBITS) Information Systems office with Juvenile Justice for the past 3 years. Ms. Negri has been with the CDCR for more than 31 years.

## **PROGRAM TECHNICIAN III INFORMATION GATHERING**

The initial list of tasks and knowledges, skills & abilities statements were identified after conducting a literature review which consisted of:

- California State Personnel Board Classification Specification
- Duty Statements